



**Notice**  
**City Commission Regular Meeting**  
**7:00 pm**

Monday, January 6, 2014  
Commission Chambers, Governmental Center  
400 Boardman Avenue  
Traverse City, Michigan 49684  
Posted and Published 1-3-14

Meeting informational packet is available for public inspection at the Traverse Area District Library, City Police Station, City Manager's Office and City Clerk's Office.

The City of Traverse City does not discriminate on the basis of disability in the admission or access to, or treatment or employment in, its programs or activities. Makayla Vitous, Assistant City Manager, 400 Boardman Avenue, Traverse City, Michigan, 49684, 922-4440, TDD: 922-4412, has been designated to coordinate compliance with the non-discrimination requirements contained in Section 35.107 of the Department of Justice regulations. Information concerning the provisions of the Americans with Disabilities Act, and the rights provided thereunder, are available from the ADA Coordinator.

If you are planning to attend and you have a disability requiring any special assistance at the meeting and/or if you have any concerns, please immediately notify the ADA Coordinator.

City Commission:  
c/o Benjamin C. Marentette, CMC, City Clerk  
(231) 922-4480  
Email: [tcclerk@traversecitymi.gov](mailto:tcclerk@traversecitymi.gov)  
Web: [www.traversecitymi.gov](http://www.traversecitymi.gov)  
400 Boardman Avenue  
Traverse City, MI 49684

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*The mission of the Traverse City City Commission is to guide the preservation and development of the City's infrastructure, services, and planning based on extensive participation by its citizens coupled with the expertise of the city's staff. The Commission will both lead and serve Traverse City in developing a vision for sustainability and the future that is rooted in the hopes and input of its citizens and organizations, as well as cooperation from surrounding units of government.*

**Welcome to the Traverse City Commission meeting!**

**Agenda**

Any interested person or group may address the City Commission on any agenda item when recognized by the presiding officer or upon request of any Commissioner. Also, any interested person or group may address the City Commission on any matter of City concern not on the Agenda during the agenda item designated Public Comment. The comment of any member of the public or any special interest group may be limited in time. Such limitation shall not be less than five minutes unless otherwise explained by the presiding officer, subject to appeal by the Commission.

**Pledge of Allegiance**

**1. Roll Call**

**2. Consent Calendar**

The purpose of the consent calendar is to expedite business by grouping non-controversial items together to be dealt with by one Commission motion without discussion. Any member of the Commission, staff or the public may ask that any item on the consent calendar be removed therefrom and placed elsewhere on the agenda for full discussion and such requests will be automatically respected. If an item is not removed from the consent calendar, the action noted in parentheses on the agenda is approved by a single Commission action adopting the consent calendar.

- a. Consideration of approving minutes of the Regular Meeting of December 16, 2013. (Approval recommended) (Jered Ottenwess, Benjamin Marentette)

- b. Consideration of authorizing a contract for the 2014 Water Treatment Plant Filter Replacement Project and a related service order for evaluation, design, permitting and construction observation and administration services. (Approval recommended) (Jered Ottenwess, Timothy Lodge) (5 affirmative votes required)
- c. Consideration of granting annual approval of the purchasing process for diesel and unleaded fuel, with confirming purchase orders to be submitted to the City Commission for approval after each transaction. (Approval recommended) (Jered Ottenwess, Dave Green) (5 affirmative votes required)
- d. Consideration of authorizing a confirming purchase order for diesel fuel for city operational use. (Approval recommended) (Jered Ottenwess, Dave Green) (5 affirmative votes required)
- e. Consideration of authorizing the City Manager to approve payment to the Grand Traverse Conservation District for erosion control and washout repair work at the Brown Bridge Quiet Area, with funds to be provided by the Conservation Resource Alliance and approving the related budget amendment. (Approval recommended) (Jered Ottenwess, William Twietmeyer) (5 affirmative votes required)
- f. Consideration of authorizing a confirming service order for water sample services and analytical testing in connection with the 2012 East Bay Park Stormwater Improvements Project, with the costs to be reimbursed by the Michigan Watershed Center – East Bay Park Remediation Great Lakes Restoration Initiative Grant. (Approval recommended) (Jered Ottenwess, Timothy Lodge) (5 affirmative votes required)
- g. Consideration of amending the Resolution Establishing Fees for the City Engineering Department to establish a fee for requests for encroachments, sales of city property and relinquishment of city easements. (Adoption recommended) (Jered Ottenwess, Timothy Lodge)

- h. Consideration of authorizing an agreement with Smith Haughey Rice & Roegge for Karrie A. Zeits to provide special City Attorney services during City Attorney Lauren Tribble-Laucht's medical leave, for a period of up to eight weeks. (Approval recommended) (Jered Ottenwess, Lauren Tribble-Laucht) (5 affirmative votes required)
- i. Consideration of enacting an amendment to the Traverse City Code of Ordinances which would clarify that parcels in single and two-family dwelling districts may have one curb cut per parcel, as recommended by the City Planning Commission. (Enactment recommended) (Jered Ottenwess, Russell Soyring)
- j. Consideration of adopting a resolution approving the codification of previously-enacted ordinances so they may be included in the official compilation of ordinances, which is a housekeeping matter. (Adoption recommended) (Jered Ottenwess, Benjamin Marentette)
- k. Consideration of declaring a 2008 loader surplus and sold to the vendor providing a replacement and authorizing a purchase order for the replacement loader. (Approval recommended) (Jered Ottenwess, Dave Green) (5 affirmative votes required)

### **Items removed from the Consent Calendar**

- a.
- b.
- c.

### **3. Old Business**

- a. Consideration of adopting a resolution authorizing a grant agreement accepting a \$156,200 grant from the Michigan Waterways Commission for improvements to the Boardman River Boat Launch and Parking Lot D and approving the related budget amendment. (Jered Ottenwess, Russell Soyring) (5 affirmative votes required)
- b. Consideration of introducing an amendment to the Traverse City Code of Ordinances which would revise the hours where mobile food vendors are allowed to be present in certain areas. (Jered Ottenwess, Benjamin Marentette)

### **4. New Business**

- a. Consideration of authorizing a service order for professional services to conduct an assessment of the Clinch Park Water Feature design and functionality. (Jered Ottenwess, Timothy Lodge)

### **5. Appointments**

- a. Consideration of appointment by the Mayor to the Traverse Area District Library Board, with approval by the City Commission. (Jered Ottenwess, Katie Lowran)

### **6. Reports, Announcements and Correspondence**

**Please note: For this section of the agenda, when an actual report is included or expected, the item will be underlined.**

- a. Reports, announcements and correspondence from the City Manager.  
Presentation of the City of Traverse City website.
- b. Announcements from the City Clerk.

- c. Reports, announcements and correspondence from the Mayor and City Commissioners.
- d. Reports and correspondence from other City officials, boards and committees.
  - 1. Report from the Mayor serving on the Downtown Development Authority.
  - 2. Report from Commissioners serving on the Light and Power Board.
  - 3. Report from the Mayor and Commissioner serving on the Planning Commission.
  - 4. Report from Commissioners serving on other boards.
  - 5. Minutes of the Traverse City Historic Districts Commission special meeting of November 21, 2013.
  - 6. Minutes of the ACT 345 Retirement System meeting of October 30, 2013.
  - 7. Minutes of the Traverse City Light and Power Board meeting of November 12, 2013.
- e. Reports and correspondence from non-City officials.
  - 1. Monthly Operations Report from CH2MHILL for the Traverse City Wastewater Treatment Plant for November 2013.

## **7. Public Comment**

- a. Reserved.

None.

- b. General.
- c. Mayor and City Commissioners.

## **8. Adjournment**

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